

GOVERNMENT OF ANDHRA PRADESH
A B S T R A C T

Public Services - Panchayat Raj Department- Transfers and Postings of Employees of Panchayat Raj Department – Lifting of Ban on Transfers - Guidelines and Instructions – Issued.

PANCHAYAT RAJ & RURAL DEVELOPMENT (E.VI) DEPARTMENT

G.O.RT.No. 1005

Dated:10.07.2009.

Read:-

G.O.Ms.No.169, Finance (W&M) Department, dt.17.06.2009.

ORDER:

In the reference read above, orders were issued relaxing the ban on transfers subject to certain guidelines laid-down therein.

2. Government hereby extend the relaxation of ban on transfers in **Panchayat Raj Department** duly dispensing with the system of counseling and issue the following guidelines for effecting transfers and postings of employees.

- i) The relaxation of ban is valid only for the period **from 17.06.2009 to 16.07.2009.**
- ii) All the transfers have to be effected by the competent authorities as per the existing orders on delegation subject to the existing Government orders and conditions prescribed herein. The competent authority shall submit the transfer proposals to the next higher authority where transfers are on administrative grounds, who will not approve the transfers unless, absolutely necessary and after recording reasons for accepting the proposals.
- iii) The competent authority as defined shall complete the transfers **within the above prescribed period.** The Head of the Department should be made responsible for the implementation of the transfer orders. In any case, the employee would be deemed to be relieved at the end of **7 days** of the receipt of the order. Any violation of this condition shall be viewed seriously.
- iv) The employees who are retiring before **31-07-2010** shall not be transferred. The standing instructions on the transfers of Office Bearers of recognized employees unions as issued in Circular Memo No.26135/Ser. Welfare/2002-1 of G.A. (Services) Department, dt.19.6.2002 shall be followed scrupulously.
- v) No person shall be transferred before completion of two years as on 17.6.2009 and no person shall be retained beyond 5 years service in one place. However, not more than 20% of the employees in any cadre shall be transferred. Continuous Service in all cadres at a station will be counted while calculating period of stay. While effecting the transfers, the competent authority shall give priority as given below.
 - a. Longest standing employee downwards.
 - b. Employee working in "hardship areas".

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- c. Employees with outstanding record on request.
- d. Husband and Wife cases (Only one of the spouses shall be shifted following the prescribed procedure).
- e. Cases of compassionate appointment.
- f. Medical grounds for the diseases (either self or spouse or dependant children) of Cancer, Heart Operations, Neuro surgery, Bone TB, Kidney transplantation to places where such facilities are available.
- vi) If the employees who have put in more than 2 years of service, Constitute more than 20% of the total strength, the employees who have put in longer service at a particular station shall be transferred without exceeding the overall ceiling of 20%.
- vii) The transfers shall be effected from focal to non-focal, non-focal to non-focal or from non-focal to focal posts only. In no case, persons shall be transferred from one focal post to another focal post. The focal and non-focal post shall be as defined by the department concerned.
- viii) The provisions of G.O.Ms.No.610, G.A.(SPF-A) Department, dt.30.12.1985 will be strictly adhered to and the ratios prescribed maintained.
- ix) The existing instructions on posting of 2nd level and higher level Gazetted officers to their native districts shall be followed.
- x) Employees shall invariably be transferred from their existing location on promotion, unless no such posts exist at a different location.
- xi) The competent authority shall be personally responsible for compliance with the guidelines prescribed above and any deviation from the guidelines herein shall be viewed seriously. The officer immediately superior to competent authority shall ensure that all the transfers are as per the existing government orders and are kept at barest minimum.
- xii) a) The Chairpersons, Zilla Parishads are permitted to take up transfers of all employees of Local Bodies. They shall scrupulously follow all the above guidelines and conditions.

b) All the transfers of employees working in the establishment of District Panchayat Officer in the district shall be made by the Committee headed by the District Collector or his nominee where the District Panchayat Officer shall be the Member-Convenor.
- xiii) If any other relaxation to the conditions is considered essential, the Panchayat Raj Institutions shall send such proposals to the Commissioner, Panchayat Raj & Rural Employment who in turn will consider such proposals in an appropriate manner duly seeking directions/orders of the Government where necessary.

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This relaxation shall be a one time measure and shall not be a precedent for future

- xiv) G.Os rendered redundant by this order may be treated as superseded.

3. The competent authority shall ensure that the above rules are followed scrupulously.

4. This order issues with the concurrence of Finance (W&M) Department, vide their U.O. No.4517/683/A2/W&M/09 dt.10.07.2009.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

M.V.P.C.SASTRY
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Commissioner, Panchayat Raj & Rural Employment, Hyderabad.
All the Chairman, Zilla Parishads.
All the District Collectors
All the Chief Executive Officers.
All the District Panchayat Officers.
The Director of Treasuries and Accounts, A.P., Hyderabad.

Copy to:

The P.S. to Minister (PR)
The P.S. to Principal Secretary to Government (PR)
The Finance (W&M) Department.
SF/SC.

//Forwarded: : By order//

SECTION OFFICER